

The Home Care, Hospice and Palliative Care Advisory Council
Regular Meeting
Wednesday, May 16, 2018 at 10:30 a.m.

Meeting Location: OSDH, 1000 NE 10th Street, Room 1102, Oklahoma City, OK 73117-1299

MEETING MINUTES

Draft

The Home Care, Hospice and Palliative Care Advisory Council regular meeting notice was posted on the OSDH website located at <http://mfs.health.ok.gov> as well as the Secretary of State's website located at www.sos.state.ok.us on November 21, 2017.

The agenda for this Regular Meeting was posted on the OSDH (Oklahoma State Department of Health) website and the building's front entrance on Monday, May 14, 2018.

1. Call to Order

Rayetta Dominguez, chair, called the meeting to order at approximately 10:43 a.m.

2. Roll Call

Devyn Tillman called roll.

The following members were present: Gregory Brooks, Rayetta Dominguez, Michelle Fox, and Karen Vahlberg and Jan Slater.

The following members were absent: Gregory Bridges, Jennifer Clark and John Hendrix

Identified OSDH staff members present were: LaTrina Frazier, Administrative Programs Manager - Home Services Division; Michelle Steele, AAIL - Home Services Division; Devyn Tillman, AAIL – Medical Facilities Services; Vicky Kirtley, Administrative Programs Manager - Nurse Aide Registry and Home Care Administrator Registry.

Identified guests present were: Rod Taft, LaBerte Baker-Crossroads Hospice; Hasina Johnson-Crossroads Hospice; LaQuetta Collins-Crossroads Hospice; Heather Slone-Crossroads Hospice; Trina West-Crossroads Hospice; Stephanie Parrish-Crossroads Hospice; James Martin-Crossroads Hospice and Joseph Bright-Bright Home Health.

3. Election of Officers

Rayetta Dominguez opened the floor for nominations.

• **Chairperson**

Jan Slater made a motion to nominate Rayetta Dominguez as Council – Chair. Karen Vahlberg Seconded. The motion carried. Rayetta Dominguez is the Council Chair for CY 2018.

<i>Aye: 4</i>	<i>Abstain: 1</i>	<i>Nay: 0</i>	<i>Absent: 3</i>
<i>Gregory Bridges</i>	<i>Absent</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Absent</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Aye</i>
<i>Rayetta Dominguez</i>	<i>Abstain</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

• **Vice-Chairperson**

Karen Vahlberg made a motion to approve Gregory Brooks as Council Vice-Chair. Jan Slater Seconded. The motion carried. Gregory Brooks is the Council Vice Chair for CY 2018.

Aye: 4	Abstain: 1	Nay: 0	Absent: 3
Gregory Bridges	Absent	Michelle Fox	Aye
Gregory Brooks	Abstain	John Hendrix	Absent
Jennifer Clark	Absent	Jan Slater	Aye
Rayetta Dominguez	Aye	Karen Vahlberg	Aye

Michelle Fox made a motion to approve Karen Vahlberg as Council Secretary. Jan Slater Seconded. The motion carried. Karen Vahlberg is the Council Secretary for CY 2018.

Aye: 4	Abstain: 1	Nay: 0	Absent: 3
Gregory Bridges	Absent	Michelle Fox	Aye
Gregory Brooks	Aye	John Hendrix	Absent
Jennifer Clark	Absent	Jan Slater	Aye
Rayetta Dominguez	Aye	Karen Vahlberg	Abstain

4. **Approval of the August 17, 2017 regular meeting minutes**

- **Approval of the August 17, 2017 regular meeting minutes**

Jan Slater made a motion to approve the August 17, 2017 regular meeting minutes. Karen Vahlberg Seconded the motion. The motion carried as follows:

Aye: 5	Abstain: 0	Nay: 0	Absent: 3
Gregory Bridges	Absent	Michelle Fox	Aye
Gregory Brooks	Aye	John Hendrix	Absent
Jennifer Clark	Absent	Jan Slater	Aye
Rayetta Dominguez	Aye	Karen Vahlberg	Aye

5. **Reports– Health Department Programs:**

- **Nurse Aide Registry and Certification** – Vicki Kirtley, Administrative Programs Manager presented the Nurse Aide Registry’s quarterly reports. A copy of this report is attached for your information.
- **Home Care Agency Administrator Certification** – Vicki Kirtley, Administrative Program Manager presented the Home Care Administrator Registry quarterly report. A copy of this report is attached for your information.
- **Home Services Division** – LaTrina Frazier, Ph.D., Administrative Programs Manager presented the Top 5 Federal Deficiencies for Home Health & Hospice and the Top 5 State Deficiencies for Home Care. Also, as of November 1, 2017 – All Hospice licensure information will be confidential per –SB180. Next, as of January 13, 2018 – Home Health Conditions of Participation (CoPs) changes which were delayed from July 13, 2017 are effective as of January 13, 2018. Further mentioned all reminders for Home Care Licensure Renewals have been sent via email to all applicable agencies. A copy of this report is attached for your information.

6. **Working Group Update:**

- **Palliative Care Working Group** - Annette Mays, has met three - four times since November. Planned conference call with NHPCO pending. Group has 20-25 members. The group is currently in an information gathering mode. The ultimate goal is to get a Palliative Care benefit legislated and funded in the state of Oklahoma. Planned Actions- review a needs assessment data from the State Department of Health, review the project ECHO from the University of New Mexico, conference call with NHPCO and Palliative Care

- **Aide Working Group** – Group has not met and per Annette Mays, Gregory Bridges has expressed interest. Legislation SB1417 would have allowed CNA/CHHA to administer medication which did not make it to the house floor. Plan is to revive the group.
- 8. OHCAPA Test Discussion**– Karen Vahlberg addressed concern of test accuracy for Home Health Administrators, test changes that recently occurred, and concern with the test not reflecting new CoPs. LaTrina Frazier addressed that the exam is heavily centered on state licensure, especially since the certification of the administrator does not transfer out of Oklahoma. Vicki Kirtley, addressed that the test has only been in effect for one year and the steps to change the test recommended the test run longer before changes are made again, recommending a wait for at least one year. This would allow time for the test to be studied. Jan Slater questioned the pass/fail rate and the steps to review specific questions that are being failed. Vicki Kirtley addressed the steps of pass/fail and after time is given to identify if there is a specific area that needs review. Recommendations were made to continue with the test as it is for one to two years. Gregory Brooks reiterated that the test is probably not outdated in reference to the focus placed on licensure with the current OHCAPA test. Annette Mays asked how many people failed three times. Vicki Kirtley addressed that there was one individual who failed three times.
- 9. Remaining meeting dates for CY 2017**
- Wednesday, October 17, 2018 @ 10:30 a.m.
- 10. Adjourn**
The meeting adjourned at approximately 11:30 a.m.